

Proposal for the Revision of the Daya Bay Bylaws

As approved by the IB, Dec 15, 2007

- 1.1 The Daya Bay Collaboration (hereafter called the Collaboration) consists of Members, and is organized in Member Institutions, the Institutional Board (IB), the Executive Board (EB), and Spokespersons.
- 1.2 A Member is a scientist, engineer, postdoc, or graduate student associated with a Member Institution and contributing to the Daya Bay experiment (hereafter called the Experiment). The IB based on the mechanism spelled out in Sections 3.2 and 3.5 may admit a Member, other than a student or postdoc, to the Collaboration. A Member of the Collaboration has the right to express his/her opinions and to vote on important Collaboration matters. All Members are expected to participate in and contribute to the Experiment. The IB is the final arbiter regarding issues of membership and authorship.
- 1.3 An institution, be it a university or a laboratory, may be admitted to or removed from the Collaboration by the IB based on the mechanism spelled out in Sections 3.2 and 3.5. Each Member Institution will designate a representative to the IB, maintain a current list of its Members, and inform the IB of changes to this list. Member Institutions shall assume responsibility for Collaboration functions, such as shifts and service tasks, in proportion to the size of their Member list, in agreement with the IB.
- 1.4 The IB Chair (or designate) is responsible for maintaining records that can be used to create accurate lists of Members, Member Institutions, and authors.

6 Publications and Authorship

- 6.1 Any manuscript authored by the Collaboration or on behalf of the Collaboration must be circulated to the Collaboration for comment.
- 6.2 Manuscripts authored by the Collaboration must be approved by the Publication Committee (whose members are appointed by the EB for a one-year, renewable term) prior to submission or archiving in a publicly accessible location. The Publication Committee may appoint internal reviewers to assist in the evaluation of manuscripts.
- 6.3 All Members that have made a substantive contribution to the design and/or construction of the experiment will be an author on the first physics publication and the detector overview paper. To be a co-author on subsequent papers, one must be (or have been) a Member of the Collaboration for at least one year, or have made significant contributions to the publication. The IB may make exceptions to this rule.
- 6.4 A former Member that had been a contributing member for at least one year is eligible to be an author on publications submitted within one year after leaving the Collaboration. The IB may consider exceptions based on recommendations from IB representatives.
- 6.5 Members of the Collaboration are encouraged to prepare technical papers on subsystems or other operational aspects of the experiment. These drafts must be distributed to the full collaboration for comment prior to submission.

7 Conferences

- 7.1 The Speaker Committee (whose members are appointed by the EB for a one-year, renewable term) will designate the speakers representing the Collaboration at conferences, and will inform the Collaboration of its decisions. Any Member can suggest conferences to the Speaker Committee. The Speaker Committee shall implement and enforce collaboration policy concerning conference presentations.
- 7.2 Talks to be presented at conferences must be circulated to the Collaboration at least 5 days prior to the meeting and approved by the Speaker Committee.